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TRAINING

6 April 1987

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SUBJECT: SKILLS WORKSHOP PROGRAM - AGENCY PRACTICES AND  
PROCEDURES ON NONCOMPETITIVE PROCUREMENTS  
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1. The sixth running of the Skills Workshop will feature a discussion by representatives of Procurement Management Staff, OL, and other selected speakers on the subject of Agency practices and procedures on noncompetitive procurements. Upon completion of this workshop, it is expected that attendees will have a clearer understanding of the Agency policy on noncompetitive procurements and how to comply with the requirement applicable to sole-source justification.

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2. The workshop is scheduled to be held on 22 April 1987, from 1300 to 1500 hours, in Room 2C19. Attendance is mandatory for all contracting officer interns and is highly recommended for all contracting officers and other individuals responsible for the preparation of Source Justifications for Agency noncompetitive procurements. Since the nature of this topic requires participant interaction with the presenters, the number of attendees will be limited to the first 40 registrants.

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3. To register, submit a Form 73, Request for Internal Training, to the Logistics Training Officer in 2G10 by the close of business 17 April 1987. Additional information may be obtained by calling Bill or Mary on secure line.

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4. Applicants will be notified only if they are being scheduled for the added running sometime in May. If an applicant does not receive a call, he/she is registered for the 22 April workshop.

Director of Logistics

Distribution: A, B, and D.

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